

**Maryland Public Libraries**  
**Annual Report Requirements**

**FY2016**

**System Name, Address and Contact Information**

Kent County Public Library

408 High Street

Chestertown, MD 21620

Jacqueline M. Adams, Executive Director

**Names of Board Members and Director**

Barbara Macbeth, President

Beverly Birkmire, Vice President

Charles Lerner, Treasurer

Wendy Costa, Secretary

Joseph Harding

Ellsworth Tolliver

Sarah Schut

Jacqueline M. Adams, Executive Director

**Elected Officials: County Commissioners**

Ronald H. Fithian

William Pickrum, President

William A. Short

**Annual Statistics for the Fiscal Year**

- Total Budget (**see attached audit**)
- Total Budget by source (**See attached audit**)

## Other Statistics

- Branches & Bookmobiles **(4)**
- Materials Collection, including electronic books **(52,156)**
- Materials Circulated **(127,189)**
- Registered Borrowers **(13,222)**
- Information Questions Answered **(7,373)**
- Number of Library Visits **(100,275)**
- Number of Programs/Attendance **(513/8,729)**
- ILL (received: ) **(4,100)**
- Personnel **(14.0)**
- Public Access Computers **(42)**

## 2016 Highlights

Strategic Long Range plan goals were developed, implemented and achieved including:

- Identified and labeled all bilingual materials for easy identification
- Increased selection of general fiction written by minority authors
- Set up a musical instrument kit in each branch for early literacy
- Expended State Capital Grant funds to renovate restrooms and replace the circulation desk in the Chestertown Branch to comply with ADA requirements in the Chestertown Branch
- Submitted State Capital Grant Application for funds to redesign of the children's department to incorporate teen area and to upgrade electrical system in the Chestertown Library
- Ensured that each staff member has technical competencies relative to his/her position in the organization
- Provided at least one formal technology training on current technologies for each staff member
- Offered technology training instruction in Spanish by appointment
- Conducted regularly scheduled public computer training classes at varying levels to include mid-level ("Beyond the Basics") technology classes in response to patron-identified *interests/needs*
- Purchased 12 new computers for Chestertown and North County
- Job training: Formed partnership with DSS & DLLR to improve job training/application assistance for local residents
- Participated in Kent County Broadband initiative to improve internet service at Rock Hall and North County Branches
- Kept Chestertown Branch open one night a week on a permanent basis
- Provided more evening programs for young children and a series of family fun nights
- Evaluated current participation in community events/celebrations. Actively sought out new opportunities that increased library visibility

- Continued to work on developing clear lines of communication with Kent County Public Schools and local private schools to facilitate student support
- Encouraged teachers to take class trips to KCPL

KCPL implemented a FY2015/FY2016 \$93,000 State Capital Grant to renovate the restrooms and install a new circulation desk to comply with ADA requirements in the Chestertown Branch. Project was completed in January 2016 and a ribbon cutting event was held on February 8, 2016. This project was an outstanding example of combining state, local and private funding to achieve the goals of Phase One of Project 20/20 for the renovation of the Chestertown Branch. State (\$46,000) and local (\$72,500) funding supported the renovations/replacement. Funding from the Friends of the Kent County Library (\$7,500) and the Foundation for the Kent County Public Library (\$14,585) supported the redesign and furnishings.

The Foundation for the Kent County Public Library was the recipient of a third PNC Grow up Great Grant. The FY 2016 grant was targeted for Summer Reading Activities for families located in our Title I school districts. For the summer of 2016, KCPL enhanced the program with a targeted initiative to boost participation and engagement with reading in the community starting from birth. Children's staff created a Summer Reading Store as a destination for kids and parents. Similar to arcade centers, families were able to earn tickets through their reading progress over the summer and use those tickets to earn a variety of incentives. Parents of young children had targeted incentives that helped enhance early literacy skills. Families were set up with a modified checkbook so that they could track their tickets and then write checks to the store for the items that they want. In addition, children worked on their math skills at the same time that they engaged in reading.

The Chestertown Branch continued to be open on four holidays that it was previously closed to provide added hours of library service to the community and to serve as a holiday destination for appropriate programs and services. The Chestertown Branch is now open on Wednesday night on a permanent basis. The North County branch allowed book clubs to use the facility after hours, hosted art exhibits and receptions and held other evening events.

Trustee membership remained constant and their engagement remained high. One new member, Ellsworth Tolliver was appointed to a five year term.

The community, in the form of the municipalities, volunteers, the Friends of the Kent County Public Library, the Foundation for the Kent County Public Library and the general community continued their support.

## 2016 Service Highlights

### **Adult Technology Classes**

- Maker Culture
- Intro to Gale Courses
- Digital Drop in
- Beyond the Basics
- Intro to Microsoft Word
- Intro to Computers
- Intro to Internet
- Intro to Email

### **Children/Teen Technology Classes**

- Minecraft
- Wii Gaming
- Brush Bots
- Parachute Play Science
- LEGO Club (multiple)

### **Children and Teen Activities**

KCPL served 5,560 patrons at 231 youth classes/events

- S (Science)T (technology) E (engineering) M (Mathematics) activities: Bridge Building, Makey Makey STEM Day, Ice Excavations, Parachute Play Science, Super Teeth
- Hebbe's Garden Farmer's Market Story Times
- Make a Minion
- Pin It! Button Making
- Superhero Sock Puppets
- PLB Comics Workshop
- Teen Book Club
- Magic With Mike Rose
- Susan Yaruta Author Event
- Creepy Crafting Party
- Harvest Art
- Gingerbread Houses
- Polar Express Night
- Craftapalooza
- Valentine's Day Crafts
- Dr. Seuss' Birthday Party
- Jack Gantos Author Event
- Jenni Holm Author Visit
- Star Wars Day
- Storytime Dance Party
- Cascading Carlos
- Regularly scheduled Story Times, Baby Story Times and Preschool Adventures at all locations
- School visits and tours throughout the year

## Adult Activities

KCPL served 3,169 patrons at 282 adult classes/events

- One Maryland One Book: book discussions, film showings, special events
- Today's *Boys in the Boat*: 21st Century Rowing at Washington College
- Looking at Food and What We Eat
- Financial Literacy Series: Budget Basics, Foundations of Investing, Credit Reports 101, Small Steps to Saving & Investing, ID Theft & Privacy Protection
- Women's Money Matters
- Recycled Valentines: Crafts for Grown-Ups
- Greener Gardens: One Step at a Time
- Laura Lippman reception, lecture and book signing (Annual Friends of the Library Author event)
- Who's Caring for the Caregiver?
- Special National Library Week Programs
- Toy Trains & Model Railroad exhibit
- Saving Seeds
- Chester River Steamboats
- Lure of Sea Glass
- End of World War II

## Ongoing adult classes/opportunities

Needlecrafters

Monthly art exhibits by local artists

Artist Receptions

Four KCPL sponsored book groups and assistance provided to over 10 community book groups

Monthly display case exhibits by local organizations

Weekly films for public viewing and discussion

Three Writers Groups

## Partnerships: KCPL is very proud of our relationship with our community partners:

- Maryland Extension Service
- MD Health Connection
- Kent County Department of Social Services Job Club
- Bayside HOYAS (Help our Youth Achieve Success)
- Downtown Chestertown Initiative
- Kent County Chamber of Commerce: hosted a "Business after Hours"
- Sassafras River Business Council : hosted the annual meeting at the North County Branch
- League of Women Voters annual African American Month presentations
- Judy Center of Kent County
- Kent County Public Schools: Class tours and book purchases for required summer reading
- Board of Elections: Chestertown Library is a designated polling place
- SCORE classes

- Pepco hearings
- AARP Tax Preparation
- Partnered with community organizations and individuals to provide displays for timely and relevant subjects
- Chestertown Book Festival
- Chestertown Bloomsday Celebration
- Galena Dogwood Days Parade
- Rock Hall July 4 Parade
- Story time at Chestertown Farmer's Market
- Chess Club meets weekly in the Children's Department
- University of Maryland Water Clinic

**Meeting Room use:**

- Washington College CV Starr WWII Project
- Kent Career Center Job Fair
- Kent County Beekeeping Association
- Workforce Development Job Fair
- Project H.O.P.E.
- Mid Shore Pro Bono
- Chestertown Garden Club
- Karate Club

**FY 2016 Budget**

The attached Financial Statements Audit Report and Management Letters contain information on budget issues and provide significant financial highlights for FY 2016.